

# Statewide Rollout Meeting

## Minutes

May 17, 2002 - 8:30 - 10:00am - Albemarle CR 1112

### Attendees (absences noted):

Gary Imes	IT Section		Mark Robeson	Lee-Harnett	(absent)
Jean Revenew	IT Section		Art Eccleston	Director's Office	
Betty Cogswell	IT Section		Rick Debell	Budget Office	
Susan Brown Ward	IT Section	(absent)	Jim Ryals	DIRM	
Hampton Carmine	IT Section	(absent)	Shawn Holland	DIRM	
Deborah Merrill	IT Section		Rick Olson	DIRM	
Anita Curtis	IT Section	(on leave)	Bleecker Cooke	Maximus	(absent)
Sharon Smith	Contract Adm.	(absent)	Joyce Sims	EDS	
Mary Tripp	Program Acct.		Sharlene Brown	EDS	
			Cathy Bennett	EDS	(absent)

Visitors: None

### 1. Review and Approve Minutes

May 3rd meeting minutes approved for posting to the IPRS web site.

### 2. Contracts

- **MOA - New Area Programs** - Two of seven APs have signed and returned their MOA (Mecklenburg has withdrawn from Phase I). At FARO next week, Gary will mention to the other Phase I APs the importance of completing their MOAs in a timely manner.
- **MOA - Pilot Area Programs** - Gary said the MOA for the Pilots has been drafted and will follow-up with Sharon Smith to send the document to John Corne for his review and comments.

### 3. State Plan

- Art mentioned that the Target Populations are not yet final. Gary expressed concern that the APs now have only six weeks to complete their re-assessments of clients relative to any new Target Population groups. Gary and Art left the meeting to talk to Tara Larson about the concern. Tara wrote an email to all DMH/DD/SA sections directing them to finish any outstanding work on the Target Populations no later than Monday morning, May 21. Betty mentioned that the Division plans to train the Pilots and the Phase I APs on the Target Populations on June 4 and 5<sup>th</sup>, respectively.
- A revised State Plan is due July 1, 2002.
- Work continues to finalize the Array of Services.

### 4. Program Accountability

- Gary and Shawn discussed how work is being finalized in the areas of Rates, Procedure/Service Codes (including the cross walking to Medicaid codes). This is important in finalizing the Array of Services.
- Mary Tripp mentioned:
  - The rate for the new Substance Abuse Intensive Outpatient Program (SAIOP) service definition was set by DMA yesterday. This is a daily rate based on a minimum of three hours per session. The rate was set by DMA in collaboration with the Substance Abuse Section and the Budget Office.
  - Mary will meet with the Substance Abuse Section later today to review the final draft of the SAIOP service definition before it goes over to DMA for approval. Service maintenance criteria and the special needs of children and adolescents with SA issues will be discussed.
  - This service definition was developed at the request of DMA. They have been supportive of the Division's efforts in developing this definition. Once the Substance Abuse Section signs off on the final draft, it will be sent to DMA.

**5. HIPAA**

- Gary announced that Susan Brown Ward is leaving his group to join the DMA team. He said that Angie Sligh would be covering most meetings related to HIPAA, but that others in his group may also be asked to help out. He asked for assistance from EDS to help in the transition.
- There is an open question about reporting requirements to the HIPAA PMO. Rick is presently reporting IPRS HIPAA related projects monthly to the IRMC.

**6. Implementation Planning**

- Developing a detailed work plan with activities and tasks for all parties (team members) involved in the implementation of IPRS. Betty will present a draft form of the plan at the FARO meeting next week on Monday, May 21.
- All the TPA agreements have been signed and returned.
- Phase I will have seven APs (Mecklenburg has withdrawn).

**7. Training**

- Eleven Phase II APs will receive IPRS Training - Session 1 in June as follows:
  - June 11, 12, 13 - 6 APs - AP's not using CSM as their vendor
  - June 24, 25, 26 - 5 APs - CSM users
- There will be additional emphasis given to the training of APs on IPRS functionality, including education on 1) Target Populations, Array of Services, Procedure/Service codes and 2) Reviewing and Revising internal business processes from Client front office intake to back office accounting practices.

**8. IPRS Operations Support**

- Deborah mentioned she had just processed 15 Security Requests for Phase II-IV AP Site Coordinators.
- There were requests this week for File Maintenance to be done.
- Jean Renew mentioned that nine CSR's had been closed (see the IPRS CSR report).

**9. Issues for the IPRS Steering Committee -**

- None - The Steering Committee met May 15 - minutes will be posted to the IPRS web site.

**10. Other**

- Gary mentioned that the pilot APs met with Division senior management to express their concerns about IPRS operational issues including the challenges they have faced in their organizations and that certain services were no longer being funded since migrating to IPRS. The need for more training of AP clinicians and the AP's IPRS coordinators was recognized and the training program will be adjusted accordingly. These and other concerns are being addressed by the Division. Tara Larson requested specific inputs from the APs by May 24 (also see minutes of the May 15 IPRS Steering Committee meeting on this topic).

**11. Other Meetings -**

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|--|-----------|
| • FARO                                   | May 20-22 |
| • Division IPRS Workgroup                | May 28    |
| • IPRS Implementation Steering Committee | June 19   |

**Next Meeting**  
**May 31, 2002, 8:30am, Albemarle CR 1112**